

BUILDING DEVELOPMENT COMMISSION

Minutes of February 18, 2020 Meeting

Chair, Aaron Moody, opened the Building Development Commission (BDC) meeting at 3:00 p.m. on Tuesday, February 18, 2020.

Present: Michael Stephens, Vince Busby, Zeke Acosta, Rodney Kiser, Andrew Kennedy, Glenn Berry, Tom Brasse, Melanie Coyne, John Taylor, Aaron Moody, and Terry Knotts

Absent: Brandon Brown, Paul Stefano, and Elizabeth Frere

1. MINUTES APPROVED

Glenn Berry made the motion to approve the minutes from the January 21, 2020 BDC Meeting, seconded by Tom Brasse. The minutes were approved unanimously.

2. FY21 BUDGET PROPOSAL PRESENTATION

Patrick thanked staff for all their input into the FY21 Budget. John asked where is staff that usually attends the BDC meeting? Patrick shared that management is excused from the BDC meeting today. Patrick provided a recap from the Budget Subcommittee meeting #3 on February 7th and another meeting on February 14th, projecting growth for FY21 and predicting permit revenue for FY21 bringing us to the proposed budget for FY21 in projected revenues and proposed expenditures. We verified aligned priorities for FY21 during these discussions.

We reviewed the current seven months for FY21. Project revenue was annualized from the first seven months of FY20 and estimated expenditures annualized from seven months in FY20. We validated the BDC priorities for FY21.

We reviewed the Department's and BDC initiatives for FY21 by looking at projected growth within the commercial and residential industry and RNC, Affordable Housing, Technology Enhancements, Vehicle replacement, Expired permits, legislation changes, building code council code changes, and training.

Overall, we anticipate a strong and continued growth from the industry. We predict continued growth within the commercial industry in, restaurants and mercantile use. With more of the online service being provided, storage and factory uses will have more of a presence. Residential new single family home construction will slow a bit with minimum growth and be replaced with existing home remodeling and additions.

Also, from the budget and public engagement, they should see more focus in areas of schools, greenway and parks and of course affordable housing.

The overall growth for next year for permits plan review, and inspections is around 2%. This is based on a conservative approach from the last three years performance.

BREAKDOWN OF PROPOSED REVENUE FY21

Permit Fees	\$31,734,521
Other Revenue	\$ 5,425,758
County Dollars	\$ 77,691
Total Revenue	\$37,237,970

There are 27 vehicles being replaced. Comp and class adjustments are projected to increase at 5.5% in FY21 and Operation Expenditures / Overhead for the department locked in at the amount in FY20.

Options to align revenue and expenditures budget we discussed Option 1, to maintain the current track – level set year. As you can see projected revenue for FY21 is \$37,237,970. The projected expenditures for FY21 is \$37,498,124. Difference being \$260,154 is needed to balance the budget.

General fund status to date is currently estimated at \$32M. The last two years we have been placing \$2.1M - \$2.4M in the General Fund.

This would tie in with some initiatives for this year that is requested by the BDC. We will revisit the BVD metric table within POSSE. We will create a new tool for renovation projects that have construction costs over \$100,000 that's more consistent within the permitting fee process for all projects.

Aaron Moody made the motion; “I move that the BDC support Code Enforcement’s proposed FY21 budget proposal as reflected in Option 1, includes a revenue level of \$37,237,970 and expenses of \$37,498,124 supporting 278 FTEs, with a shortfall of \$260,154 to the budget with sources of expense and revenue as described within the February 18th, BDC meeting; seconded by Tom Brasse. The motion to support Code Enforcement’s FY21 proposed Budget passed unanimously.

Patrick asked for volunteers to assist with the Expired Permit initiative. The following members volunteered:
Melanie Coyne
Zeke Acosta
Vince Busby
Paul Stefano

3. ADJOURNMENT

The February meeting of the Building Development Commission adjourned at 3:58 p.m. The next meeting of the Building Development Commission is scheduled for March 17th, 2020.